

Wetlands Impact Evaluation (WIE) Form Instructions

A Wetlands Impact Evaluation (WIE) form is required for all projects where wetland surveys have been conducted, including those with no impacts.

After completing the on-line form, it may be electronically submitted to the District Office indicated on the form by clicking the "Submit Form" button at the bottom of the screen.

Using either the printer icon on the browser tool bar or the File/Print menu option, print a copy of the completed form. A master copy of the WIE form, along with 4 copies of the plan sheets showing the wetland boundary(ies) in relationship to the project, **must also be mailed to the appropriate District Office.**

Important Notes:

- ❑ *The WIE form requires either an Internet Explorer 5+ or Netscape 6+ Browser. If your computer does not have either of these systems, an error message will appear. In this case, the form should be mailed.*
- ❑ *The Description fields (Items 3 and 4) are limited to 255 characters (approximately 2-1/2 lines of text); although WEB Form technology allows an unlimited amount of text to be entered in these fields. The WIE form cannot be submitted until the excess text is deleted. The Additional Information field may be used to expand on these text fields. (See #8 below.)*
- ❑ *The **TAB** should be used to move between fields and the **ENTER** key used to **Submit Form**. (If **ENTER** is used in error, answer **Cancel** to the prompt to Submit.)*
- ❑ *The original project sequence number is required to complete this form. If unknown, it may be obtained from the appropriate District Office.*
- ❑ *As indicated by shading below, all fields on the WIE form are mandatory except #1-Type (only if the project has no wetland impacts) and #8 (Additional Information).*

Wetlands Impact Evaluation (WIE) Form

Submittal Date	Date the Web form is electronically submitted.
Sequence No./Addendum Alpha Character (Addendum only)	The Sequence No. generated by PMA when the request was originally submitted. (Include alpha characters for addenda.) <i>If unknown, contact appropriate District Office to obtain.</i>
1. Does the project have wetland impacts?	Choose Yes or No.
Type	If yes to above, choose type of impact: Permanent, Temporary, Both.
2. Identify each wetland site being affected and acreage from each expected to be converted to other use(s).	For each wetland site, enter the information for the Wetland Impacts and Mitigation Required table below. To enter information for each site, click the Add Site button and enter information for each field. To add another site, click the Add Site button.
Wetland Impacts and Mitigation Required (Table)	Enter information for the following fields:
Site No.	Enter alpha or numeric character.
Type	Choose from the following wetland types: Bog, Ditch, Farmed, Fen, Flatwoods, Forested, Gravel Bar, Marsh, Open Water, Pond, Sedge Meadow, Seep, Swamp, Wet Mead, Wet Shrub.
T&E	Choose Yes or No.
Nature Preserve	Choose Yes or No.

Natural Area	Choose Yes or No.
Essential Habitat	Choose Yes or No.
Size (acres)	Enter size (acres) of wetland site.
Acres of Impact	Enter size (acres) of wetland impact.
Basin	Enter Basin Code (8-digit Hydrologic Unit Code; Hydrologic Unit Map, State of Illinois).
Quadrangle	Enter Quadrangle name from U.S. Geological Survey topographic map.
FQI	Enter Floristic Quality Index (FQI) value from wetland delineation.
Describe the work	Choose from the following: Fill, Excavation, Drainage, Vegetation Removal, Other. Note: In cases where there is more than one type of work (i.e., Fill <u>and</u> Vegetation Removal), choose the work with the greatest amount. Describe the other type(s) of work in the Additional Information field. (See #8 below.)
3. Briefly describe the measures considered to avoid and minimize adverse impacts to the wetland(s).	Enter concise statement. 255 characters allowed (approximately 2-1/2 lines). This description may be further explained in the Additional Information field. (See #8 below.)
4. Summarize briefly why there are no practicable alternatives to the use of the wetland(s).	Enter concise statement. 255 characters allowed (approximately 2-1/2 lines). This summary may be further explained in the Additional Information field. (See #8 below.)
5. Mitigation Site	Choose from the following: At Site of Impact (on-site), Within Project Limits (on-site), Off-Site, Wetland Bank Site, Accumulation, Don't Know.
6. Mitigation Basin	Choose from the following: In Basin, Out of Basin, Don't Know.
7. Local Contact Person	Enter name of contact person.
Telephone #	Enter telephone number.
Ext.	Enter telephone extension number, if applicable.
Title	Enter job title.
Company	Name of company.
E-mail	Enter e-mail address.
8. Additional Information	Use to expand on the descriptions for Items 2, 3 & 4; include project notes; or supply information previously contained in a transmittal memorandum. This field has a 1,000 character limit (approximately 14 lines). The author should be identified in the Memo By: field.